



YEARLY STATUS REPORT - 2021-2022

Part A	
Data of the Institution	
1.Name of the Institution	Akal Degree College Mastuana
• Name of the Head of the institution	Dr. Amandeep Kaur
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	01672289369
• Mobile no	9815249537
• Registered e-mail	adcmastuana@yahoo.com
• Alternate e-mail	naac.adcmastuana@gmail.com
• Address	NH-7, GURSAGAR MASTUANA SAHIB, DISTT. SANGRUR
• City/Town	Sangrur
• State/UT	Punjab
• Pin Code	148001
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Punjabi University Patiala				
• Name of the IQAC Coordinator	Dr. Nirp Jeet Singh				
• Phone No.	01672289369				
• Alternate phone No.	01672289369				
• Mobile	9814924148				
• IQAC e-mail address	naac.adcmastuana@gmail.com				
• Alternate Email address	adcmastuana@yahoo.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://adcmastuana.org/agar2021/AQAR-20-21.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://adcmastuana.org/pages/ac2122.jpg				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.63	2019	01/05/2019	30/04/2024
6.Date of Establishment of IQAC			11/08/2015		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Teaching skill development through ICT		
National level conference		
Development of e-content by faculty		
Infrastructure augmentation in the form of air-conditioning of the auditorium		
Improved feedback system		
Improved Academic Administrative Audit		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
Capacity building programme for teachers	An ICT workshop was organized to train the teachers for using ICT enabled tools
To Organize a National-Level Conference	Conference was conducted successfully in the month of Sep. 2021
Professional Development Program for Non-Teaching	One Day Professional Development Program on Office Automation Tools was conducted on 25.11.2021
To improve the feedback system by collecting feedback from all stake holders	Feedback was collected from all stake holders, analysed and posted on website

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	10/12/2022

15. Multidisciplinary / interdisciplinary

In order to enhance the scope or depth of learning - NEP 2020 has strongly recommended multidisciplinary education as a comprehensive approach across all disciplines. The primary purpose is to provide students with knowledge about a certain topic and enrich their multidimensional skills and experiences. The next academic session is an ideal opportunity for autonomous HEIs, especially universities, to easily embrace the interdisciplinary approach to education because several fields currently exist there. Since we are affiliated with Punjabi University Patiala, we are anticipating the university's decision about the implementation of a multidisciplinary approach in the institution. The university has

already formed committees and task forces. In the first phase, it is imperative that these committees & task forces determine the courses in a program that shall be delivered in a multidisciplinary manner. The Institution is committed to implementing the scheme with utmost sincerity.

16.Academic bank of credits (ABC):

Yet Not Implemented/ Not eligible because this is an affiliated institute and all Degrees of students are awarded by Punjabi University, Patiala. The Institution is committed to performing its part as per the scheme devised by Punjabi University Patiala and the Government of Punjab.

17.Skill development:

The institution has put strong efforts to strengthen the vocational education and soft skills of the students. The institution recognizes clearly that there is a need to place a strong emphasis on skill development, particularly for students who belong to marginalized sections of society. To advance vocational education in the region and meet the needs of the students, Akal Degree College Mastuana offers B.Voc courses in software development and retail management. Undergraduates have access to the B.Voc course program. In contrast to conventional courses, however, this course is aligned with employment function descriptions in accordance with the National Skills Qualification Framework (NSQF). The curriculum is designed to be work-integrated and to stay up with the standards set by the industry. Due to its emphasis on practical studies rather than just theoretical understanding, the course differs from more conventional academic programs. The fundamental benefit of B.Voc courses is that they ensure that students have the necessary skills, prepare them for the workforce, and enhance their employability.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

India has undoubtedly made great strides in every field—commerce, technology, development, etc.—but at the same time, there has also been a disengagement from our beliefs and a decline in values. Currently, the negative effects of Westernization, excessive privatization, and separation from its cultural roots are crippling our educational system. In this uncertain time also, the college strives to give students a holistic education by incorporating the beliefs and customs of the Indian Knowledge System into our teaching methods. The institution has maintained the rich legacy of Sant Attar Singh Ji, a philanthrope and visionary educationist. Sant Attar Singh ji promoted morality and sobriety in the life of the

students by preaching the teachings of the ten Sikh Gurus. The college already has two Indian language departments including Hindi and Punjabi. Students gain a thorough awareness of our diverse cultural history through the curriculum that is being taught, including its language, culture, and belief systems. The promotion of the Punjabi language and culture is given special attention. Additionally, in the upcoming years, celebrations of Indian culture and traditions will be of utmost importance in order to revitalize Indian culture. The faculty is fully prepared to work together to develop and implement curricula that incorporate the Indian knowledge system in their respective fields.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has successfully imbibed the OBE approach to education and learning which centers all academic programs and instructional activities around the specific outcomes. Our website, as well as key locations in the departments, clearly describe our Program Outcomes (PO), Program Educational Outcomes (PEO), and Course Outcomes (CO). Students are evaluated in accordance with the OBE Attainment Model. We want every student to be able to demonstrate these outcomes by the time they have finished the course. It is a method of instruction that places a strong emphasis on measuring student achievement through results. Results are typically described in terms of a combination of information, skills, abilities, attitudes, and understanding that a student will acquire as a result of his or her effective engagement in a particular set of higher education experiences.

20.Distance education/online education:

Akal Degree College Mastuana exclusively provides courses in the standard offline mode in accordance with UGC regulations. To supplement teaching, online resources, and blended learning are used. Online classes and online exams were held as per directives of the Punjabi University Patiala only during the lockdown necessitated by the COVID-19 pandemic. Additionally, the college lacks the authorization to offer distance learning courses.

Extended Profile

1.Programme

1.1

647

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 1097

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 691

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 296

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 59

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 65

Number of sanctioned posts during the year

Extended Profile

1. Programme

1.1	647
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1097
Number of students during the year	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2	691
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	296
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	59
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	65
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	34
Total number of Classrooms and Seminar halls	
4.2	97.52587
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	107
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated with Punjabi University, Patiala, and has devised a well-planned process to ensure effective curriculum delivery in the following ways:

- Before the commencement of the academic session, an academic calendar is prepared in the light of the calendar issued by the affiliating University. The annual academic calendar includes both curricular and co-curricular activities.
- The Heads of various Departments frame timetables for their respective classes before the start of each semester. The timetable is conveyed to students through the Departmental notice board and WhatsApp groups by their respective mentors.
- The tutorial groups are formed at the beginning of the session for understanding the pedagogical problems of the students.
- The college provides e-learning facilities to the faculty

through the rich INFLIBNET-supported library and also encourages the faculty to attend the Seminars, Short Term Workshops, and FDPs to ensure effective deliverance of curriculum.

- The Departments organizes various educational visits from time to time to supplement classroom experience with hands-on- knowledge.
- Various clubs like the Science Club, Social Sciences Club, Mathematics Club, and Red Ribbon Club organize numerous activities to involve the participation of students of diverse disciplines.
- Feedback is obtained regularly from students, alumni, and faculty which helps in incorporating remedial measures.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://studynotes.adcmastuana.org/

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The institution strives for the comprehensive development of the students and therefore places great emphasis on the Continuous Internal Evaluation of the students on various parameters. In addition to academic excellence, the Institute also externalizes the pursuit of excellence in moral, ethical, physical, and social development.

Keeping in view these parameters, the college prepares a comprehensive academic calendar that outlines a schedule for teaching, examination, assessment, sports trials, youth festivals, etc. The college strictly follows it to ensure the effective functioning of the academic process, the details of which are provided to the students on the college website and through WhatsApp groups. In addition to the information on a formal evaluation, the academic calendar also contains information on the general orientation program, admission, formation of sections, change of subject allowance dates, scholarship application dates, talent hunt, formation of mentoring groups, NCC and NSS induction dates, planning of co-curricular activities by the subject societies and clubs, wildlife week celebration, sports day, youth festival for the UG and PG classes. Faculty in consultation with their respective HODs regularly give students topic-based class

assignments and MSTs to revive and enhance their worldviews through creative learning.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://adcmastuana.org/pages/ac2122.jpg

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

15

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)**

3

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

11

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The syllabi designed by Affiliating University integrate crosscutting issues relevant to Professional Ethics, Human Values, Gender, Environment, and Sustainability into the Curriculum. The college offers certain Add on courses and organizes certain co-curricular activities that endeavor to integrate the crosscutting issues relevant to the above-mentioned aspects.

Professional Ethics and Human Values

Professional ethics is the core of all teaching and learning activities. The subjects like Human Resource Management form a part of the syllabi of commerce students. The various Add-on courses like Gurmat Education, Moral Education, and Community Services Education also cover the issues related to professional

ethics and human values.

Gender Issues

Gender concerns form an integral part of the curriculum of Languages. The various activities like poetry recitation, poster-making competitions, Women Empowerment, and Women's Day celebration focus on relevant gender issues.

Environment and Sustainability

Environment and Road Safety Awareness is a compulsory paper introduced by the affiliating University at the UG level. The institution also offers certificate and Diploma course in Organic Farming and Agriculture respectively. Various seminars, tree plantation drives, Swachh Bharat Abhiyaan, the celebration of Earth Day and National Science Day, etc. are organized in the Institution to aware the students about the safety and conservation of our Environment.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

156

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

26

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://adcmastuana.org/aqar2122/1.4.1-fee-dback.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
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File Description	Documents
Upload any additional information	View File
URL for feedback report	https://adcmastuana.org/agar2122/1.4.1-feedback.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1097

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

260

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institute assesses the learning levels of the students via oral tests, class tests, and study skill questionnaires as well as

oral tests conducted by assistant professors of the various streams to check the mental ability of the students like sharpen and promptness i.e. the immediate response given by the students.

E-media Centre of the college launched a subdomain studynotes.adcmastuana.org to help the students find notes/PPTs/Videos of their faculty at anytime/anywhere.

The college conducts Mid Semester tests twice a session. The teachers organize written tests for their students of various streams individually.

Institute developed an environment in which the highest scorer students help the weaker students in their studies. Senior students assist the junior students with assignments.

Some extra classes and remedial classes have also been conducted to upgrade the level of weak students and an attempt to bring them to the same level as that high-score students.

The high scorers were prepared to deliver PowerPoint presentations/Lectures. This academic activity allows the students to sharpen their presentation skills, speaking skills, and listening skills, and above all this leads to subject enrichment.

Students of the Science stream Prabhjot Kaur and Kamalpreet Kaur completed a 6-week online training on "programming with Python."

File Description	Documents
Paste link for additional information	https://studynotes.adcmastuana.org/
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1097	59

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Lecture methods as well as group discussion methods are adopted and visual aids like charts, maps, tables, and models are used by various faculty members to make their subject interesting and also to incorporate the participation of students.

The zoology department has a museum of skeletons of many animals to teach and impart quality education.

Similarly, the Department of History teaching under graduation and post-graduation courses through maps, Globes and the Department of Psychology conducts lectures and seminars on mental health.

The college has well-equipped Science and Computer Labs to develop a broad understanding of theoretical concepts with the aid of practical methods. Models and Experimental kits are used in Labs. Regular Industrial visits and training programs are organized.

Various other student-centric methods were adopted to enhance students' learning experience such as:

Conference- the international conference was conducted to enlighten and aware the students, research Scholars as well as Faculty of various colleges about the higher education system.

Excursions and field visits were conducted by the Department of Agriculture.

Cleanliness camp: The students of various departments clean their lecture halls, labs, and even campus lawn to make the institute a beautiful center of learning and teaching.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://www.facebook.com/profile/100063770781989/search/?q=ICAR

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

ICT Tools:

1. Projectors- Projectors are available in different classrooms/labs

2. Desktop and Laptops- Arranged in Computer Lab and Faculty cabins

all over the campus.

3. Printers- They are installed at Labs, HOD Cabins, and all prominent places.

4. Photocopier machines - Multifunction printers are available at all prominent places in the institute.

5. Scanners- Multifunction printers are available at all prominent places.

6. Seminar Rooms- Three seminar halls are equipped with all digital facilities.

7. Smart Board- Two smart board is installed on the campus.

8. Auditorium- It is digitally equipped with mike, projector, cameras, and computer system.

9. MOOC Platform (NPTEL, Udemy, Edx, etc)

10. Digital Library resources (DEL NET)

ICT Use by Faculty-

A. PowerPoint presentations: Professors are urged to include PPTs in their lectures by employing projectors with websites, internet search engines, and digital libraries.

B. Video Conferencing: Zoom and Google Meet are used to conduct counseling sessions with students.

C. Video lecture: For long-term learning and future reference, students have access to recordings of video lectures.

D. Preparation of study notes for uploading on the College Website (<https://studynotes.adcmastuana.org/>)

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

59

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

25

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

428

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is a standard process of internal examination in the college. According to the academic calendar, a student has to appear in class tests and 2-internal examinations. The schedule of the internal examination is decided at the beginning of the session, in the form of academic/activity calendar. According to the academic calendar, a teacher has to take the unit test, which may be in the form of a written test, blackboard presentation, power-point presentation, quiz on the subject, or by another method, which the subject teacher decides. The marks of the unit tests are shown in the classrooms and each student can ask about their performance. They can observe their test copies. The records of the obtained mark are written in Teacher Dairy. If there is any difference or discrepancy in their marks, it can immediately be corrected. The test copy of the unit test and the quarterly test is shown to students for their observation. The concerned subject teacher keeps a record of all internal exams, e.g., unit-test, quarterly exams, and assignments given to students. After showing the answer sheet to students, a copy of the student is kept in the registrar's office/internal examination section

File Description	Documents
Any additional information	View File
Link for additional information	https://adcmastuana.org/aqar2122/2.5.1-link.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The Principal has deputed Registrar(committee link is given) for the smooth conduct of the examination and to cater to students' grievances related to the examination as well. The College ensures maximum transparency and efficiency in examination-related grievances. Registrar, Examinations deals and communicate with the students regarding the schedule and revised schedule (if any) of examinations. There is a timely display of date sheets in the information corner of the college and the same is circulated even through WhatsApp groups by their mentors. Mid-semester exams are taken in a properly planned manner. A detailed date sheet is prepared for the same and uploaded to students' WhatsApp groups and on college notice boards. The pattern of these examinations is similar to that of university examinations. It gives prior practice to the students for final examinations.

(a) During Examination:

(i) During internal Examinations, if any student finds a discrepancy in the question, e.g. data given in the question is insufficient or options are repeated, out-of-syllabus questions students may report it as an invalid question.

(b) After Result After the result declaration, if any student has an objection to the result, he/she comes to College Exam Coordinator for the same. If students are not satisfied with their marks, they are given a second chance by the concerned teacher in the form of class tests/Assignments

File Description	Documents
Any additional information	View File
Link for additional information	https://adcmastuana.org/pages/committee-21-22.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The Faculty of Arts, Commerce, and Science at our Institute offered Undergraduate and Postgraduate programmes. The institute followed the curriculum prepared by our affiliated university for these programmes. The Institute has listed the program's learning outcomes as well as all of the courses provided by each department. Each department uses the following mechanism to communicate the learning outcomes to teachers and students.

*Hard copies of syllabi and learning outcomes are accessible in departments for teachers and students to reference.

*Soft copies of the curriculum and learning outcomes of programmes and courses are also available for reference on the college's website.

*Teachers were informed of the importance of learning outcomes during department meetings at the beginning of each semester.

*Students are also made aware of this through the department's induction programme.

*Students are informed of the course outcome by the different course faculties at the start of the course, along with the syllabus.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://adcmastuana.org/pages/outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The program's aims are attained through a curriculum that includes both mandatory and elective courses. The course results are matched to the program outcomes in each course. The institution evaluates the program outcomes, program-specific outcomes, and course outcomes, which are then presented to students through a formal discussion in the classroom and departmental notice boards. Following that, the College took care of the attainment to measure the POs, PSOs, and COs and put in place the following mechanism: -

The institute followed our affiliated university's academic

calendar. Every academic year, all subject teachers kept an Academic Diary. Semester-Wise Evaluation Reports were prepared by all subject teachers. The results of the evaluation reports were examined by an internal examining committee. For the achievement of PO, PSO, and CO, the Institute considered feedback from stakeholders. The placement committee examined the students' progress to higher education and placement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://adcmastuana.org/aqar2122/AAA-Report-21-22-final.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

239

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://adcmastuana.org/agar2122/sss-21-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Akal Degree College, Mastuana Sahib (Sangrur) makes consistent and abundant efforts for the promotion of research, and transfer of knowledge, and making the education process innovative and time relevant. The details are as under :

The college has established a dedicated Research and Development cell whose initiative is to transfer of knowledge through special lectures by eminent personalities, college seminars, workshops, conferences, celebrating festivals including competitions, educational field trips, and training programs. Faculty are also encouraged to pursue their Ph.D. work by sanctioning study leave during their work and to participate in various skill enhancement programs like Orientation Programme, Refresher courses, Workshops, Conferences, etc. under various schemes by providing financial support to them from the college funds. Skill Development Cell taught Entrepreneurial skills to students through various value-added and short-term programs and seminars on skill-based programs

like multimedia, web technology, drawing, painting, collage, crafting, organic farming, photography, etc. The E-media center works to make e-content developed by college faculty freely accessible to the students. The college website and Facebook page keep students and faculty familiar with all events and activities of the college. MOUs have been signed with many organizations for students to learn & adopt various innovative techniques and methods.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

6

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

4

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

33

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

A number of extension activities in the neighborhood community and also on the college campus were organized for sensitizing the students to social issues. In this regard, teachers and students

of Green Field Convent School Dangarh participated in Akal Seed Farm and Agriculture Department where special information about the cultivation of winter vegetables, early vegetables in tunnels, modern machinery used in agriculture, processing of sugarcane and method of making jaggery, sugar was given. A stall of Saffron seeds, organic jaggery, vegetable seeds, etc. was set up by the Department of Agriculture with the support of Akal Seed Farm. Public Administration Department celebrated 'International Democracy Day' at Gram Sabha dedicated to the basic principles of democracy. Also, the college took the initiative to organize orientation programs in various schools which play an important role during the student's transition from school life to College life. A bicycle rally for students was organized by District Administration Sangrur on 22 May 2022 to create awareness against the evil of drugs and to inculcate hard work. The SBA cell of the college conducted a tree plantation program in the Akal College of Physical Education and the NSS Department organized a blood donation camp with the help of Blood Bank Civil Hospital Sangrur.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/agar2122/3.4.1.pdf
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS

awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

12

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

1405

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

12

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

1

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Akal Degree College Mastuana is committed to providing high-quality education through classroom teaching, practical training, and by providing excellent infrastructure and experience. The Institute fulfils all the norms specified by the statutory bodies in terms of land requirement, instructional, administrative and amenities areas. The campus of the college has a total constructed area of 15113.82 sq. m. The college campus has sufficient space for all academic, administrative, co-curricular and extra-curricular activities. The state-of-the-art infrastructure provides a rich learning environment that aggrandizes interest in teaching-learning. The college houses spacious and sufficient classrooms, seminar halls, state-of-the-art laboratories and an

auditorium. The entire campus is under CCTV surveillance for safety and security purposes. There is an abundance of infrastructural resources such as Classrooms: 34, Seminar Halls: 02, Computer Labs:3, Science Labs: 6, Library: 01, First Aid Room:01, Counselling Centre: 01, Office: 01, Exam Cell: 01, Auditorium: 01 (Seating capacity 500), Photocopy Centre:01, including HOD Rooms, Faculty Rooms, Boys & Girls Common Rooms and Store rooms. Most of the classrooms have the provision for LCD Projectors and the Internet. One seminar hall is air-conditioned and has an ICT facility for audio-visual presentations. All the laboratories are well equipped with the necessary experimental setups of excellent quality. Every laboratory is provided with a whiteboard for teaching. Every laboratory has a provision to connect portable projectors as and when needed by the faculty.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adcmastuana.org/agar2122/4.1.1-pro of.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has provided a number of facilities for supporting extracurricular activities related to culture, creativity, arts, and recreation. One auditorium/hall with a seating capacity of 500 and one open space with a seating capacity of around 1500 is present in the college. The College encourages students to participate in various college-level, state-level, and national-level competitions by providing able guidance and financial support to them. The college has a dedicated Youth Welfare Cell headed by a senior faculty member to mentor the students for participation in youth festivals. Music Vocal subject is also offered in the college at the graduate and PG levels.

Sports and Games:

- Dedicated staff under the supervision of DPE properly and professionally maintain sports grounds and Indoor Gymnasium hall. Our students have brought laurels to the college by bagging first/second positions in various InterVarsity, National, and International Championships in the games like Boxing, Volleyball, Athletics, Rowing, Rugby, Basketball,

etc. Sports material is issued to students as per the schedule.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adcmastuana.org/agar2122/4.1.2-proofs.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

14

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adcmastuana.org/agar2122/4.1.3-proof.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

9.6

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of the ILMS software: SOUL

Version: 2.0.0.14

Nature of Automation: Partially Automated

The library being the heart of an academic and learning system is easily accessible by one and all. The mission of the library is to facilitate the creation of new knowledge through the acquisition, organization, and dissemination of knowledge resources and by providing value-added services. It maintains a core collection of 17067 volumes. The diversity of the library collection includes Textbooks, Reference books, a Book bank, General reading English as well as Punjabi books, a Competitive Examination Collection, Back volumes of journals, e-books, e-journals, Project reports, computer NPTEL video lectures, etc.

The college has also an active subscription to INFLIBNET's N-LIST, which offers various E-Books, Journals, and Magazines online.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

C. Any 2 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-

journals during the year (INR in Lakhs)

0.57

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

97

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

Our institution has cutting-edge Technological resources available. Our support team, which includes a Network Administrator, works tirelessly to keep all of our hardware and software current and error-free. The college offers computer facilities to the students so they can access the most recent IT innovations and online course materials. With a Fibre Optics Leased Line link serving as its backbone, a dedicated local area network is born across the college campus. In addition to the JIONET Wi-Fi, hotspots have also been set up on campus.

The following IT resources and facilities are accessible to support both academic and administrative activities:

- 1) Desktop computers and printers in all departments are among the IT resources available to assist academic and extracurricular activities.
- 2) Internet access in all courses and departments.
- 3) The Campus Network is reached by all desktop PCs.
- 4) All smart

rooms have LCD projectors. 5) An uninterruptible power supply is attached to every computer system, whether it is online or offline. 6) The Local Area Network is managed by a dedicated server that is installed.

Using a 1:1 Fibre Optics leased line cable link, a total of 36 Mbps of internet bandwidth with 04 actual IPs is made available. This bandwidth is then dispersed over the College Network.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

107

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

B. 30 - 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

2.21

File Description	Documents
Upload any additional information	View File
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

- The maintenance committee is headed by a senior Professor Incharge who in turn monitors the work of the Supervisors at the next level. The maintenance officer conducts periodic checks to ensure the condition of the infrastructure.
- The College has a maintenance committee that oversees the maintenance of buildings, classrooms, and laboratories. Regular cleaning and maintenance of classrooms are carried out so as to provide an effective learning environment for the students.
- The library is partially automated. The college has a library committee that involved representatives of faculty from all streams.
- Sports grounds and Indoor Gymnasium hall are properly and professionally maintained by dedicated staff under the supervision of DPE.
- Adequate in-house staff is employed to meticulously maintain hygiene, cleanliness, and infrastructure on the campus so as to provide a congenial learning environment. Dustbins are placed on every floor.
- Regular up gradation is carried out for computers and software. Computers are connected through LAN and with a high speed internet facility.
- The parking facility is well organized and efficiently maintained.
- The campus security is monitored through HDIP Surveillance Cameras.
- Every department maintains a stock register for the available equipment.
- Periodic reporting on requirements of repairs and maintenance is submitted by the HODs to the Administrative

office.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://adcmastuana.org/agar2122/4.4.2-additional-web-link.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

102

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

104

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to Institutional website	https://adcmastuana.org/agar2122/5.1.3-proof.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

88

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

88

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

3

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

17

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

64

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution believes in equipping our students with certain administrative skills like planning, organizing, implementing, and decision-making to prepare them for field and office jobs in their respective domains. Student representation is an inevitable part of the administrative and co-curricular activities of the college. The institution provides an elaborative platform for the students to polish and nurture their leadership qualities. The student council is selected from different streams, preferably senior students, by the Staff Council on the recommendations of concerned HODs and interviews thereafter by the Staff Council if needed. The members are made responsible to carry on certain administrative affairs, especially at the college level like the Annual Athletic meet, Youth Festival, Seminars, Lectures, and celebrations of National and Religious events. The Student Council is made responsible to maintain the discipline and decorum of the institution. Besides these, extension and outreach programs are also organized to sensitize the students and give them a global perspective of social service and national integration through NSS, and NCC. Anti-ragging Committee and Squad, Hostel Committee, and Discipline Committee have representatives from the student council who actively participate in the smooth functioning of these committees. These committees are formed to provide the students an opportunity to contribute their creativity and soft skills in planning and organizing various activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

An alumnus of an institution is its biggest ambassador and the institution takes utmost care in promoting and strengthening a sense of bonding between alumni and the institution. The institution has a registered alumni association that is a pillar of strength and support to the institution. This alumni body connects the pass-out students with their mentors. The alumni were founded in 2014. The association comprises eminent personalities placed in distinguished positions. To name a few Mr. Gurbaj Singh additional principal conservator 1976, Mr. Tarsem Lal Gupta Chief Coach Boxing SAI NIA Patiala, 1973, Dr. Jasbir Singh Aulakh, SMO Barnala 1984, Mr. GurdevSingh Sr. Manager, BPC, Lalru, 1976, Mr. Sukhwinder Singh Dhindsa, District Manager PSNC, 1972, Mr. Ajay Kumar Swimming Coach, PAU Ludhiana, 1988, Prof. Ram Saroop Singh, Dean Faculty of Life Science, Punjabi University Patiala. These

stars along with some very famous international level sportspersons like. All the members of this association are connected through the WhatsApp group of the alumni association. This association has contributed immensely to student welfare by providing financial assistance in the form of cash prizes for meritorious and needy students. Since its inception, this welfare association has supported the institution in the promotion of educational practices. It has also been instrumental in gaining admission to various streams and courses. The prestige event has been scheduled for the 2nd Saturday of December every year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Akal Degree College Mastuana believes in empowering the students of Rural communities by providing quality education so that the students could succeed in the fast-changing environment. We pursue institute and National Goals with determination to fulfill the insights and mission of the great Saint- Baba Attar Singh Ji. In the early twentieth 20th century Sant Ji undertook the task of educating the rural masses to amalgamate with the mainstream population. At present, we are engaged in imparting education to students by providing state-of-the-art facilities in the Arts, Commerce, Management, and Science streams. The Institution is committed to educating and propagating social justice and equality and investing in all the student academic and career pathways. We provide an engaging environment to create a sense of belongingness and always remain accessible for the students to support them in all spheres of life be it personal or professional. We always

endeavor to uplift their spirits by providing the best possible guidance to empower our students in each and every area of life.

Our college has the best infrastructure to meet the pedagogic and research needs of the students and faculty. We are also taking initiatives in providing an inclusive environment to develop tolerance and harmony through cultural, social, and other activities for spreading the culture of unity in diversity.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/pages/aboutus.html
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Our college has the practice of constituting committees for carrying out its regular functioning. Various functions are performed by delegating responsibilities to the teachers and non-teaching staff along with students to create an environment of effective leadership and inculcating a sense of belongingness through decentralization and participative management.

The practice of decentralization is followed in all the spheres like academics and administration to manage the work. All college activities the college are performed through various committees such as the admission committee, advisory committee, timetable committee, library committee, etc. through which every work using a collaborative approach is executed for the overall development of the college. There are two teacher representatives in the management body of the college. The Chief Mentor looks after each and every academic aspect of the college, starting a new course, and new subjects in the existing courses. Staff-friendly schemes like medical insurance for every teaching and non-teaching staff are suggested and implemented in the best interest of the employees. It helps to build a strong bonding with the college, promote mutual trust, and to develop the spirit of cooperation.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/agar2122/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission Process

The college has a prospective plan for its development and growth. At the beginning of every session, the timetable committee prepares the timetable and teaching plan for effective and efficient teaching throughout the session. The college also encourages the staff to research and professional development through study leaves and financial support.

The Placement Cell of the college helps the students in many placement drives by making them ready after disseminating them tips to appear in the written tests and interviews at the district level or state level as and when the company comes for placement. Companies visit the college campus, especially in the Banking and IT sector. For Efficient management of the conduct of semester examinations, the central exam center(Registrar office) is always on its toes to avoid and minimize any discrepancy.

Air conditioning of Sant Teja Singh Hall

The air conditioning of Sant Teja Singh Hall has immensely benefitted the students as it has significantly increased the learning environment. It provides a peaceful and comfortable environment for academic and co-curricular events like cultural activities. Management is very receptive to providing such comforts to the students which supplement the learning of the students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://adcmastuana.org/pages/aboutus.html
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

At the college level, the administrative responsibility vests in the Principal assisted by IQAC. The composition of IQAC is inclusive and democratic and as per the norms of NAAC giving due importance to all the stakeholders.

The advisory committee comprises the Principal as Chairperson, Senior faculty members, and the Office Superintendent.

Grievance Redressal Committee, and Anti-sexual Harassment Committee are constituted as per the guidelines of statutory/regulatory bodies.

The subject societies, clubs, and committees organize academic, co-curricular, and extra-curricular activities. The academic departments are administered by Faculty Heads. For Promotions, the college follows the rules and regulations laid down by UGC, and DPI (Colleges) Govt. of Punjab, Punjabi University, Patiala.

Recruitment Policy

Vacant non-teaching and supporting staff positions are filled at the college level as per the guidelines of /DPI colleges, Government of Punjab. Contractual faculty for one year is appointed at the college level by a panel of interviewers constituted by ADCM, Sangrur as per the norms.

Promotion Policy The promotion is based on the necessary conditions laid down by UGC/DPI (Punjab) norms for career advancement i.e. on the basis of API-PBAS score.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/agar2122/6.2.2_org_anogram.pdf
Link to Organogram of the institution webpage	https://adcmastuana.org/agar2021/6.2.2_or_ganogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

1. All Government welfare schemes are applicable to the regular employees of the college, different types of leaves such as CL, El, RH along with other benefits such as CPF, and EPF are available for the college employees.

2. College provides a number of facilities for the well-being of the staff, air-conditioned staff rooms, an advanced lab office well-equipped kitchen, a pantry, the library has a reading room and a reading hall with reading tables and chairs.

3 The college campus is beautifully landscaped with abundant trees, plants and well-maintained lawns, clean washrooms availability of RO drinking water, and round-the-clock electricity.

4. Management has started a group insurance scheme for all the staff members against medical/accidental emergencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

14

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The college follows all guidelines as prescribed by UGC, Punjab Government, and Punjabi University Patiala the affiliating university. The performance of each employee is assessed annually after the completion of one year of service. Performance Based

Appraisal System(PBAS) as prescribed by UGC is followed in letter and spirit and a few highlights and salient features are as follows. Teaching Staff Promotions to the higher grade under Career Advancement Scheme are based on Academic Performance Indicators(API) scores. Almost all the teachers are provided some additional responsibilities and duties other than teaching to bring effectiveness to the system which is based on the interest and aptitude of the teachers. Appropriate weightage is provided while considering the promotions of the teachers. The faculty members whose promotions are due to apply well in advance and appropriate channels are formulated and accordingly, promotion cases are considered. Non- Teaching Staff Similarly, the performance of all the Non-Teaching staff is assessed through Annual Confidential Reports (ACR's) The comprehensive Annual Confidential Report comprises certain parameters . The overall assessment is based on the recommendations of the superintendent and the Principal. Students' feedback is vital in considering the promotions of teaching and non-teaching staff. Behavior, knowledge, and a ready-to-help approach are the important factors.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/aqar2122/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

- The College sees accounting system auditing as a way to enhance both financial management and the accounting system.
- The College's financial planning system is well-established and operated under the direction of the College Management, the Principal, the Bursar, and the Office Superintendent.
- The college office makes sure that UCs are submitted on time and that annual finances are compiled, audited, etc.
- All research projects and programs sanctioned to the college or faculty are maintained and monitored by the finance department of

the institution. Additionally, it makes sure that every project's audited Utilization Certificates are submitted on time and in accordance with funding organizations' requirements.

- The Office of the Accountant General Punjab audits the College's annual financial statements. The grants awarded under the 95-grant-in-aid scheme, grants from the UGC, and other initiatives that make use of funding from the Central Government of India or a state government are the main targets of this audit. The Audit Department has the discretion to undertake this audit. Any deviations from standard operating

procedure in financial affairs is the institution's responsibility.

- The college administration oversees the upkeep and updating of the furniture and equipment stock registries. It maintains a record of the hardware and other consumables that are kept in all departments.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/aqar2122/Auditor-report-21-22.pdf
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource Mobilization:

The college management committee makes choices about financial management and resource mobilization during its annual general meeting, where the budget for the following fiscal year is approved and the audited financial statements of the previous year are examined and discussed. The Management Committee with the help of a chartered accountant audits the institution's financial records. The institution conducts an annual internal audit. The Investment Committee makes judgments about how to invest the proceeds from internal revenues. Additionally, corpus fund regulations are in effect. College obtains funds from the Govt of Punjab under the 95% deficit grant-in-aid scheme.

However, the following efforts have been made to generate additional resources:

- Staff is being motivated to apply and avail of Research grants through externally funded Minor/Major research projects
- Incremental growth from the collection of fees from students
- Institutional corpus fund
- To motivate college Alumni to donate funds for the college for fee of needy students

Resource Utilization/Expenditure:

- The budget estimate of revenue and capital expenditure for the ensuing year is prepared in advance along with the revised budget of the current financial year well in advance
- The budget is scrutinized, examined, and approved by the college management committee in its annual general meeting.
- All financial transactions are transparent and screened by various purchase/expenditure committees and are approved by the Principal and Bursar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

ADC is continuously working for providing quality education. One of the major responsibilities of IQAC is to suggest quality improvement strategies. IQAC meets regularly, at least once a trimester. Since its inception in 2014, the IQAC has been regularly performing the following responsibilities:

- Conducting Academic and Administrative Audits, analyzing the results, and making suggestions for improvements in the weak areas.
- Holding workshops and seminars for teaching and non-teaching staff to ensure that all the staff members are able to utilize the tools and techniques available with the institution for quality improvement.
- Suggestions boxes have been installed in prominent locations. IQAC regularly analyzes the feedback received from stakeholders and offers suggestions for improvement.
- IQAC continuously monitors the quality initiatives of the institution. It submits the required information and reports to the accreditation body, i.e. the NACC.
- Major quality improvements steps taken by the IQAC during the session 2021-22 are as followings:
 - On the recommendations of IQAC, a National Conference was organized in the College on the theme of "Higher Education In India: Perspectives and Prospects"
 - IQAC has organized training sessions on the theme of "Application of IT Tools in Research".
 - field visits and training programs were organized for students.
 - IQAC has organized training sessions for non-teaching staff

on "Office Automation Tools".

File Description	Documents
Paste link for additional information	https://adcmastuana.org/aqar2122/AAA-Report-21-22-final.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

IQAC works as a steering body for regular review of the teaching-learning process. At least 4 meetings are held in an academic session regarding the implementation of new strategies, and a review of the strategies initiated during the previous sessions. During this academic session, the IQAC has provided valuable guidance to the teaching departments to bring the teaching methods in consonance with National Education Policy 2020.

- **Use of ICT in online teaching**

IQAC has organized training sessions to empower all the teachers to make use of ICT tools and techniques for online teaching. As a result of this initiative, all the faculty members were trained to use the online teaching platforms with perfection, including screen sharing with the students.

- **ICT Initiative for public**

On the recommendation of IQAC, the College has started a public ICT initiative for all the learners, whether they are students of ADC or not. Under this initiative, the faculty were encouraged to prepare soft copies of study material in the form of PPTs, PDFs, and Videos, particularly in the Punjabi language. This material was provided to the learners through a tab named "study notes" on the official website of the College.

File Description	Documents
Paste link for additional information	https://adcmastuana.org/agar2122/AAA-Report-21-22-final.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://adcmastuana.org/agar2122/Annual-Report-21-22.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The year 1920 marks the genesis of Akal Degree College, Mastuana Sahib. The foundation stone and its establishment were led by a great holy Saint, Sant Attar Singh Ji whose vision was to upgrade the level of women in society by eradicating evil behavior against her with that noble end in view and promoting female education, in particular, the foundation was established. The college is located in the Malwa region of Punjab. Right from the beginning say some 100 years ago the institute has been doing educational activities, giving equal opportunities to both girls and boys. The college

lays equal impetus for the participation of both boys and girls in academic as well as cultural activities. Prominently, the college pays attention to woman's welfare by forming women's welfare cell, Redressal Forum, etc. The college celebrates not only International Women's Day and also Teej Festival which is an exclusive festival for girls in Punjab. International Women's Day was celebrated at Akal Degree College Mastuana Sangrur on 8th March 2022. Apart from this, Menstruation hygiene day was celebrated on 28th May 2022 emphasizing the importance of maintaining hygiene during menstruation. Girls have been provided with sanitary vending machines in girls' common rooms. CCTV cameras are installed for the safety and security of girls on college campus. So far gender equity is concerned the college has recruited both male and female faculty

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://adcmastuana.org/pages/7.1.1_Supporting_Document.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:- Waste is segregated by the housekeeping staff and collected at the central collection points from where it is cleared from time to time. Paper and plastic waste are sold to

vendors. Surplus food from the hostel is given to the animals.

Litter from trees and lawns is used for vermin-composting and making manure.

Biomedical waste Management:-The used needles are disposed of in the white sharp container instantly after use.

E-Waste Management:- A seminar was conducted by the computer department for guiding the students about the disposal of e-waste dated 20/4/2022. This ensures that the computers and their components are recycled regularly and have inexpensive maintenance. The college also ensures the re-purchase of lithium batteries and ink cartridges.

Hazardous Chemicals and radioactive waste management:- Careful use of chemicals is maintained during practical classes and usage of radioactive substances in laboratories is prohibited.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles

A. Any 4 or All of the above

- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :

A. Any 4 or all of the above

Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

7.1.8 (2021-22)

Website link of the activities:

<https://adcmastuana.org/aqar2122/7.1.8.pdf>

This Institution has the privilege to be under the divine blessing of Gursagar Mastuana Sahib Gurudwara and so every year such congregations, seminars and lectures value diversity and tolerance towards other religions also. The college provides a broad and comprehensive environment for the inculcation of cultural diversity by celebrating all major festivals.

Students with varying linguistic and cultural backgrounds are admitted to the college. students come from different states of India like Himachal Pradesh, Uttarakhand etc. Keeping in view their linguistic, cultural and regional interests, The College has organised various collaborative and exchange programmes during the session 2021-2022.

Indian Govt. has launched the "Ek Bharat Shrestha Bharat Programme". Akal Degree College abides by and follows the rules of this programme and has conducted an essay writing competition On 26th April 2022 for such students. The programme aims to enhance interaction between people of diverse cultures living in different States and UTs in India as well as to promote greater mutual understanding amongst them. Hindi Divas was organised on September 14, 2021. Similarly, International Mother Tongue Day was

celebrated by the Punjabi Department on February 21, 2022.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

It is a prime responsibility of an educational institution to sensitize its students and Stakeholders about the constitutional obligations: values, rights, duties, and responsibilities. The college has the vision to produce sincere and responsible citizens with a high sense of social and work ethics.

The institution celebrates important days like Constitution Day, Independence Day, and National Unity Day to let the students aware of their duties and rights. All the days are marked on the annual planner for the convenience of the students.

On November 26, 2021, The college celebrated as 72nd National Constitution Day. The initiative was taken by the NSS & Police Administration Department of ADC. The seminar held on this day focused on the sources, features of the Indian Constitution, and the 131st birth anniversary of B.R Ambedkar, the major force behind the framing of our Indian Constitution.

Employees and students of our college also participate in the program '75th years of India's Independence-Azadi Ka Amrit Mahotsav', by singing of National Anthem. The institution has organized a blood donation camp in memory of its founder, Sant Baba Attar Singh Ji on May 4, 2022.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://adcmastuana.org/agar2122/7.1.9(21-22).pdf
Any other relevant information	http://adcmastuana.org/pages/gallery.html

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

- On June 05, 2021, World Environment Day was celebrated with the theme "Reimagine, Recreate, Restore".
- On July 01 to July 07, 2021, The VanMahotsav organized doing tree plantation.
- The singing of the National Anthem by the staff members was organized on August 13, 2021.
- On September 06, 2021, Teachers' Day was celebrated to mark the birth anniversary of Dr. Radhakrishnan.
- On 14.09.2021, Hindi Diwas was celebrated highlighting the

value of Hindi as our national language in our culture and tradition.

- On November 26, 2021, the 72nd National Constitution Day was celebrated by organizing a seminar on Dr. BR Ambedkar's unflinching struggle in framing the Constitution.
- On February 21, 2022 'Maa Boli Diwas' was celebrated.
- On 03rd March 2022, National Science Day was celebrated with the theme "Integral Approach in Science and Technology for a Sustainable Future".
- 08th March 2022, International Women's Day was celebrated under the theme: "Gender Equality Required for Sustainable Growth."
- On March 14, 2022, "International Pi Day" a Webinar and International quiz competition was organized. On 05th April 2022, the seminar was conducted on Cancer Awareness Day.
- On 07th April 2022 under the theme "Our Planet our Health", a yoga and meditation camp was conducted to celebrate World Health Day.
- The 131st birth anniversary of Dr. Bhim Rao Ambedkar was celebrated by organizing a seminar on April 15, 2022.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The college has adopted two best practices, i.e. financial support to the students on merit-cum-means basis, and a free kitchen for all the students.

Merit and Equity based Financial Support

Under this scheme students with weaker economic backgrounds, but having any specific merit are provided with financial support. The merit might be in academics, sports and in cultural activities, etc. As a result of this practice students from economically

weaker families have remained successful in the building of a good career. This practice is beneficial for the college in terms of laurels in the form of achievements in academic, sports, and cultural activities.

Community kitchen for the students

Sant Attar Singh Ji, the founder of the College was a great visionary of the twentieth century. He was aware of the fact that financial constraints will continue to restrain the students from education attainment. He has started a free kitchen (Langar) for the students. The free kitchen for students is working for more than 100 years. It has reduced the expenditure of the students and helps them to attain an affordable education.

File Description	Documents
Best practices in the Institutional website	https://adcmastuana.org/aqar2122/best-practices.pdf
Any other relevant information	https://adcmastuana.org/aqar2122/best-practices.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Sant Baba Attar Singh Ji, a great Saint, Philosopher, and Educationist, became a pioneer in imparting education in one of the most economically and socially backward of the Malwa region. Today, the seed that he sowed in 1920 has taken the form of a tree extending its branches into various fields of education and skill development courses. Over the years the college has initiated a good number of courses thus enabling the students to choose their courses according to their ability and caliber. Situated in a rural area, the institution is committed to the overall growth and development of the students in terms of education and skills. Moral values and self-discipline are slowly diminishing over the years amongst the youth and the students are moving towards bad influences. So to inculcate moral values and graciousness amongst them, parents adopt this institute as here value-based education is provided along with academics. Four value-based courses are running in the college namely; Gurmat Sikhya, Naitik Sikhya, Panjabi Sabhyachar, and Community Service. For these courses no

extra fees are taken from the students and these courses help them to acquire moral values and self-discipline.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

Akal Degree College Mastuana (S) believes in continuous development. For the upcoming academic session 2022-23, the institution has planned to upgrade the teaching quality to bring it in conformity with global trends. The quality enhancement plan of the institution will include:

- Increase in the use of modern tools of education, particularly the ICT tools.
- Upgradation of the teaching skills of the faculty through workshops and FDPs.
- Skill upgradation programs for the non-teaching staff.
- Monitoring the incremental progress of the teaching departments through IQAC. The monitoring will be based on the inputs provided to the departments during the Academic Administrative Audit.
- Starting of B.Lib.
- An official YouTube Channel will be started to share the programs conducted so that all the stakeholders are in a position to Assess the contribution of the College.
- Subject-wise teaching plans will be made more detailed to ensure an effective curriculum delivery.